

**Muskegon County
Human Resources Committee Meeting
May 7, 2013
4:00 p.m.
Hall of Justice, 4th Floor
Muskegon, MI**

Charles Nash, Chair

Rillastine Wilkins, Vice-Chair

MINUTES

CALL TO ORDER

The meeting was called to order by Commissioner Nash at 4:09 p.m.

ROLL CALL

Present: Benjamin Cross, James Derezinski, Marvin Engle, Susie Hughes, Kenneth Mahoney, Charles Nash, Terry Sabo, Robert Scolnik, Rillastine Wilkins

APPROVAL OF MINUTES

It was moved by Wilkins, supported by Cross, to approve the minutes of the April 2, 2013 meeting as written. Motion carried.

PUBLIC COMMENT (On an agenda item)

None.

ITEMS FOR CONSIDERATION

HR13/05 – 26 It was moved by Mahoney, supported by Cross, to authorize the management of Brookhaven MCF to eliminate vacant budget positions to assist in reshaping Brookhaven into a leaner, more agile, facility that meets financial targets set by the DHS Board, and insures that the residents of Brookhaven receive the quality and quantity of dignified health care they deserve while also complying with mandated federal and state regulations. Motion carried.

HR13/05 – 27 It was moved by Hughes, supported by Mahoney, to authorize Brookhaven MCF to re-establish the Assistant Director of Nursing (ADON) position, which existed prior to the FY2013 budget, in order to complete the necessary work that is required beyond the current needs already completed by the DON and ADON, and reduce the amount of overtime paid (RN Staff Development Coordinator: hourly overtime rate = \$26.912 x 1.5 = \$40.27 x 42.57 OT hours = \$1,718.55, 11/18/12 – 1/31/13). Motion carried.

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- HR13/05 – 28 It was moved by Mahoney, supported by Hughes, to authorize the Community Mental Health Director to sign Amendment #1 to the Managed Mental Health Supports and Services contract with the Michigan Department of Community Health, effective October 1, 2012 through September 30, 2013.
Motion carried.
- HR13/05 – 29 It was moved by Derezinski, supported by Hughes, to authorize the Community Mental Health Director to sign Amendment #1 to the contract with the Michigan Department of Community Health for Medicaid Managed Mental Health Supports and Services, effective October 1, 2012 through September 30, 2013.
Motion carried.
- HR13/05 – 30 It was moved by Derezinski, supported by Cross, to authorize the Community Mental Health Director to sign a contract with No More Sidelines to lease office space at their Folkert Community Hub (located at 640 W. Seminole Road, Muskegon, MI 49441) for a total monthly rent of \$4,663.71 for the first year with a 2% base rent annual increase, effective December 15, 2012, through December 10, 2017.
Motion carried.
- HR13/05 – 31 It was moved by Derezinski, supported by Hughes, to authorize the Community Mental Health Director to sign amendments to the contracts with MOKA Corporation, Pioneer Resources, HGA Support Services, Lutheran Social Services of Michigan and The ARC Muskegon to include an enhanced Community Living Supports (CLS) rate of \$35.71 per hour for the Autism Program, effective May 1, 2013 through September 30, 2014.
Motion carried.
- HR13/05 – 32 It was moved by Cross, supported by Wilkins, to approve the proposed fee rates for services provided by Community Mental Health effective May 1, 2013.
Motion carried.
- HR13/05 - 33 It was moved by Derezinski, supported by Mahoney, to amend the Mental Health FY2013 budget proposed to the County of Muskegon from \$89,458,783 up to \$90,248,040 for revenues and from \$89,453,583 up to \$90,245,240 for expenditures, and to approve Community Mental Health (CMH) personnel position changes listed on the CMH Budget Amendment.
Motion carried.
- HR13/05 – 34 It was moved by Hughes, supported by Derezinski, to authorize the Community Mental Health Director to sign Amendment #2 to the contract with the Michigan Department of Community Health for the Michigan ABW Non-Pregnant Childless Adults Waiver (Adult Benefits Waiver) Section 1115 Demonstration program FY13, effective October 1, 2012 through September 30, 2013.
Motion carried.

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- HR13/05 – 35 It was moved by Wilkins, supported by Hughes, to authorize the Community Mental Health Director to sign a lease for three (3) Ford Fusion vehicles from Great Lakes Ford at a cost of \$1,211.61 per month for forty-eight (48) months plus an underwriting fee of \$425.00. Motion carried.
- HR13/05 – 36 It was moved by Cross, supported by Hughes, to authorize Public Health – Muskegon County to request bids for one new vehicle for its WIC program and two new vehicles for its Environmental Quality program, with no effect on County General Fund. Motion carried.
- HR13/05 – 37 It was moved by Mahoney, supported by Sabo, to accept the grant of \$23,500 from the Community Foundation for Muskegon County and the grant of \$3,000 from the Conservation Fund to educate residents on healthy eating and to offer food demonstrations in the community and to authorize the Public Health Department to add a seasonal part-time Public Health Educator (NO00240) at a pay range of \$17.91 - \$22.67 to accomplish the work of these grants. Motion carried.
- HR13/05 – 38 It was moved by Hughes, supported by Cross, to authorize Public Health – Muskegon County to award the water laboratory analysis contract to Alliance Analytical Laboratories for the period of March 2013 through September 2013, with a one year renewal option, with effect on County General Fund. Motion carried.

OLD BUSINESS

- HR13/05 – 39 It was moved by Hughes, supported by Wilkins, to postpone the approval of the amendments to the Muskegon County Board of Commissioners' Rules as presented and bring back to the Human Resources Committee meeting of June 4, 2013. Motion carried.

Commissioner Derezinski reminded those present that the Public Works Board meeting of Thursday, May 9th, will be held at the Egelston Township Hall, 5428 E. Apple Avenue.

NEW BUSINESS

Commissioner Sabo noted in reviewing other counties' meeting schedules, another county will host their meetings at different locations throughout that county twice a year and also change their meeting times.

Commissioner Mahoney noted the Muskegon County Board is hosted in the Whitehall area annually, typically in the fall.

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PUBLIC COMMENT (On a new topic)

None.

ADJOURNMENT

There being no further business to come before the Human Resources Committee, the meeting adjourned at 4:34 p.m.